

Clark County Regional Support Network Policy Statement

Policy No.	09-A
Policy Title:	Assessment – Child Required Elements
Effective Date:	09/01/2001

Policy: Clark County RSN contracted providers shall complete an intake assessment or evaluation within 14 days of a consumer's initial intake appointment. The assessment shall identify strengths, needs and desired outcomes in the consumer's own words and be completed collaboratively with the consumer, the consumer's chosen representatives, and in the case of a child under the age 13, their parents or legal guardian.

References: WAC 388-865, CC RSN Contract, CC RSN/Provider Statement of Work, CC RSN/Provider Contract.

Procedure: To complete an intake evaluation/assessment, providers will need to gather the following information or document why certain elements were not obtained. Every effort should be put forth to gather the information over the course of the initial authorization.

1. Comprehensive Intake Assessment required elements:
 - a) Completion of Core Data Elements (Community Mental Health Services-Authorization)
 - b) Functioning in daily life domains, identifying strengths as well as needs e.g. food, shelter, financial, school/work
 - c) Medical Health
 - d) Medications
 - e) Substance abuse
 - f) Initial individualized service plan, including crisis plan
 - g) Developmental history
 - h) EPSDT referral request
 - i) Psycho-social history and cultural context
 - j) Mental health treatment history, including documentation of what consumers and/or significant others identified as helpful in the past
 - k) Identification of involved professionals from allied systems and documentation of efforts to include input
- l) Desired treatment outcomes of the consumer and consumer's significant others

- m) Identification of consultation as necessary with the primary care provider
- n) Documentation of health insurance, including primary, secondary and tertiary coverage

Approved by: _____ Date: _____

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